

Stock transfer letter

You may customize this letter of instruction to your broker by personalizing the areas in bold typeface.

Donor's Name
Address
Telephone

Date

Account Rep.
Financial Institution
123 XYZ Street
City, State, Zip

Via Fax:

Dear Account Rep:

I am making a charitable gift to the Community Foundation for Southwest Washington. Effective immediately, please transfer the following assets from my trust account to Union Bank of California's Trust Office:

Shares of (Symbol: XXX)

Transfer instructions are:

Via Depository Trust Company
Union Bank of California
DTC Participant # 2145
Institution ID # 72011
Agent ID # 27978
Union Bank of California Account # 6739648101

For questions, please call Jason Kaufman at Union Bank at 503.973.6324 or Mary Pringle at the Community Foundation at 360.694.2550.

Sincerely,

Donor

C: Jason Kaufman
Union Bank of California *Via Fax 887.451.6005*

Mary E. Pringle
The Community Foundation *Via Fax 360.737.6335*